

**MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
MAY 15, 2006**

The Regular Meeting of the Utility Service Board of the City of Jasper, Indiana, was held in the Council Chambers of City Hall in Jasper at 7:00 PM on Monday, May 15, 2006.

The meeting was called to order by Chairman Greg A. Krodel who presided.

UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:

Greg A. Krodel – Chairman
Mike Harder – Vice Chairman
Ken Sendelweck – Secretary
Michael A. Schwenk – Electric Commissioner
Jeffrey S. Theising – Water Commissioner
Edward J. Kreilein – Wastewater Commissioner
Alex Emmons – Gas Commissioner

ALSO PRESENT:

Jerry Schitter – Electric Distribution Manager
Windell Toby – Electric Generation Manager
Thomas A. Lents – Wastewater Manager
Kenneth R. Schultz – Business Manager
Bud Hauersperger – General Manager
Sandy Hemmerlein – City Attorney

ABSENT:

Michael A. Oeding – Gas & Water Manager

PLEDGE OF ALLEGIANCE (A-26)

Chairman Greg Krodel led the Pledge of Allegiance.

APPROVAL OF MINUTES (A-35)

Chairman Krodel presented the minutes of the April 17, 2006 meeting and asked if there were any corrections or amendments.

Jerry Schitter stated that he misspoke at the meeting and asked to make a correction to his statement as follows:

Page 26 under the heading of “Storm Damage – Mutual Aid – Electric Distribution”, the minutes read “Schitter said he sent two crews with two trucks on April 3rd and 4th, and one crew with one truck on April 5th...” and Schitter asked for the minutes to be corrected to read “Schitter said he sent two crews with two trucks on April 4th and 5th, and one crew with one truck on April 6th...”.

Alex Emmons made a motion to approve the April 17th minutes as amended. Mike Schwenk seconded the motion. Motion approved, 7-0.

CITY OF WASHINGTON MUTUAL AID INVOICE (A-69)

Jerry Schitter stated he has prepared an invoice for labor and truck usage, based on FEMA rates, for the City of Washington for the mutual aid provided on April 4th, 5th and 6th.

Schitter said he doesn’t know if the City of Washington will receive FEMA money, but recommended accepting whatever they pay towards the invoice and writing off the balance if necessary. Schitter said this was the procedure the Board approved for the Town of Frankton in January 2005.

Mike Schwenk made a motion to allow Jerry Schitter to send an invoice to the City of Washington with payment to be made if FEMA money is received, or to pay at their discretion if FEMA money is not received, and to allow the remainder of the invoice, if any, to be written off. Ed Kreilein seconded the motion. Motion approved, 7-0.

RESULTS OF STACK TEST QUOTE OPENING (A-139)

Windell Toby reported the low quote was from GSA for \$3,950.00.

The stack test was done May 5th and he expects the results next week.

APPROVAL TO DO COMPLIANCE TESTING FOR STACK EMISSIONS (A-153)

Windell Toby asked for Board approval to contract with GSA to do compliance testing for stack emissions at a cost of \$4,250.00.

Mike Schwenk made a motion to allow GSA to do compliance testing for \$4,250.00, subject to receiving satisfactory results on the stack test. Ken Sendelweck seconded the motion. Motion approved, 7-0.

ELECTRIC PLANNING COMMITTEE REPORT (A-230)

Mike Schwenk, Chairman of the Electric Planning Committee, stated the committee met on May 9th to discuss pending territorial changes between the City of Jasper and Dubois REC.

Jerry Schitter explained the proposed area is along Portersville Road, north to 47th St., and includes Windsong Estates, the trailer park, and a few houses on the east side of Portersville Road.

An agreement is needed with REC because the City's annexation of the area will not be effective before Windsong Estates needs electric service.

Schitter requested approval to enter into an agreement with REC and authorization to petition the IURC for the territory at a later date.

Ken Sendelweck made a motion to approve and enter into an agreement with Dubois REC and to authorize petitioning the IURC when the annexation is effective, subject to REC's acceptance of the agreement. Jeff Theising seconded the motion. Motion approved, 7-0.

UPDATE – WINDSONG ESTATES GAS EXTENSION PROJECT (A-430)

Bud Hauersperger reported a 4" gas main was installed across Portersville Road, north of Co. Rd. 400 N. while the road was closed for the storm sewer installation. The gas main has been strung along Portersville Road from Ackerman Road to Co. Rd. 400 N. Most of it has been welded in 60' sections for installation as soon as the weather clears. Installation of the distribution lines in the subdivision hasn't been started because the grade work by the developer hasn't been completed.

UPDATE – ALLEY PROJECT BETWEEN 8TH ST. & 9TH ST. (A-440)

Bud Hauersperger reported all of the meters have been removed from the basements of Hoosier Business and Chocolate Bliss and have been installed above ground in the alley. The alley has been paved. The project is complete.

UPDATE – MILL ST. WATER MAIN PROJECT (A-445)

Bud Hauersperger reported that Durcholz Excavating started the project at 30th St. and has the 8" main installed past 23rd St. They still need to install the main to the top of the hill, sanitize the lines, and make the connection at Calumet Dr., 23rd St., and 25th St. The project should be complete by the end of the month, weather permitting.

CARBON CAP REPLACEMENT (A-450)

Bud Hauersperger reported two of the four carbon caps scheduled for replacement have been replaced and put back in service. The remaining two caps will be completed by the end of the month. The project is 50% complete.

GAS PLANNING COMMITTEE REPORT (A-456)

Alex Emmons, Chairman of the Gas Planning Committee, stated the committee did not meet during the past month.

WATER PLANNING COMMITTEE REPORT (A-457)

Jeff Theising, Chairman of the Water Planning Committee, stated the committee did not meet during the past month.

RESULTS OF MINI-EXCAVATOR QUOTE OPENING (A-458)

Tom Lents reported the low quote was from Hopf Equipment for \$44,700.00, but it did not meet specifications. Lents said the main reasons the Kubota mini-excavator from Hopf Equipment did not meet specifications were 1) the length of the tracks was too short, and 2) the main cab would not tilt over to allow access to the engine components.

The next lowest quote was for \$49,872.00 from Stone & Stemle and it did meet the specifications.

Ed Kreilein made a motion to accept the second lowest quote of \$49,872.00 from Stone & Stemle. Jeff Theising seconded the motion. Motion approved, 7-0.

RESULTS OF LIFT STATION GENERATOR QUOTE OPENING (A-489)

Tom Lents reported the low quote was from EVAPAR for \$12,465.00 and it did meet specifications.

Ed Kreilein made a motion to accept the low quote of \$12,465.00 from EVAPAR. Alex Emmons seconded the motion. Motion approved, 7-0.

PAVING ESTIMATE FROM J. H. RUDOLPH (A-501)

Tom Lents presented a quote for paving from J. H. Rudolph for \$11,225.00 to do paving by the new building at the Wastewater plant.

Lents explained this is the only quote he obtained because J. H. Rudolph is the supplier for the City.

Mike Harder made a motion to accept the quote of \$11,225.00 from J. H. Rudolph to do paving at the Wastewater plant. Mike Schwenk seconded the motion. Motion approved, 7-0.

MERCURY TESTING – WASTEWATER (A-514)

Tom Lents informed the Board that the State of Indiana is going to require the Wastewater plant to test for mercury in their influent and effluent. It will be a 5-year study and both parts of the plant need to be tested six times a year.

Lents said he is waiting for further details.

WASTEWATER PLANNING COMMITTEE REPORT (A-537)

Ed Kreilein, Chairman of the Wastewater Planning Committee, stated the committee did not meet during the past month.

REQUEST TO HIRE AN ADMINISTRATIVE ASSISTANT – BUSINESS OFFICE (A-538)

Bud Hauersperger requested Board approval to proceed with the process of hiring a Utilities Administrative Assistant. He said he has studied the existing workload and he has met with a few Board members to discuss the needs, and it has been determined there is a need for the position.

Hauersperger explained this is a budgeted position with the salary already established by ordinance, but he is still in the process of working out a detailed job description.

Mike Harder made a motion to allow Bud Hauersperger to proceed with hiring a Utilities Administrative Assistant. Ken Sendelweck seconded the motion. Motion approved, 7-0.

BUSINESS OFFICE HOURS (A-574)

Bud Hauersperger asked for Board approval to adjust the Business Office hours to 7:30 AM – 4:00 PM to match the hours of City Hall effective July 3, 2006.

Hauersperger stated the Business Office traffic has been studied since December and the number of customers paying with cash at the drive-thru window after the front door was locked was very minor.

Alex Emmons made a motion to change the Business Office hours to 7:30 AM – 4:00 PM effective July 3, 2006, with time between now and then being used to communicate to the public. Ed Kreilein seconded the motion. Motion approved, 7-0.

SIGNATURE AUTHORITY ON BANK ACCOUNTS (A-620)

Bud Hauersperger said with Ken Schultz retiring this month he needed to change the signature authority on the bank accounts to his name. The bank requires a resolution from the Utility Service Board to allow the change to take place.

Alex Emmons made a motion to pass a resolution to change the signature authority on the bank accounts to Gerald W. Hauersperger. Mike Schwenk seconded the motion. Motion approved, 7-0.

FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET (A-631)

Ken Sendelweck reported the Finance Committee had met and reviewed the claims on the Claim Docket.

Also presented was a claim on behalf of Harrison & Moberly, LLP in the amount of \$3,373.46, representing legal services relating to the Titan litigation issue for the Wastewater Project. SRF and BIF funds have been exhausted, therefore after Utility Service Board approval, the above referenced claims will be paid from Wastewater funds.

The Finance Committee recommended approval of the claims as presented.

Mike Harder made a motion to approve the claims as presented. Mike Schwenk seconded the motion. Motion approved, 7-0.

KEN SCHULTZ (A-646)

Ken Schultz came before the Board to thank the Mayor, the Board, the managers, and the Business Office staff for their support during his years as the Business Office Manager.

Greg Krodel thanked Schultz for all of the work he did over the years, and thanked him especially for all of the good reviews from the State Board of Accounts.

There being no further business to come before the Board, the meeting was adjourned at 7:52 PM upon motion by Mike Schwenk and second by Alex Emmons. Motion approved, 7-0.

Attest: _____
Secretary Chairman